

## SAVE THE DATE !!!!

### DO YOU WANT TO BE PREPARED TO TAKE ADVANTAGE OF THE NEXT BUSINESS OPPORTUNITY?

Then You Won't Want to Miss This Free (3) Day

**U.S. SMALL BUSINESS ADMINISTRATION WORKSHOP**

Presented in conjunction with the Center for Entrepreneurial Development



Conducted by: **USSMC, Inc.**, a 15 year successful veteran minority woman 8(a) management consulting/training, information/security technology firm.

**Dynamic Experienced Trainers who have been there, done that.**

(To find out more about this company, please visit [www.ussmc.com](http://www.ussmc.com))

ON

**January 25 – January 27, 2006**

**8:00am-4:30pm**

AT

**Advantech**

**Center for Entrepreneurial Development**

**501 E. Franklin St., Room 105**

**Richmond, VA 23219**

**Jeff Harper Lead CEO/Executive Workshop Instructor :**

The Basic CEO/Executive Development (2-day) Workshop is designed especially for 7(j)/8(a) small business CEO/Executive who want a real-life practical experience in doing business. We will explore the responsibilities of the CEO and the available resources that may help them to make an informed decision.

- \*Business and Strategic Planning
- \*Marketing and Doing business with the Federal Government
- \*Learn the procurement process and how to write winning proposals
- \*Financial Management for the 7(j)/8(a) Small Business Owner
- \*Management and Leadership for the 7(j)/8(a) Small Business Owner
- \*Mentor Protégé Programs
- \*Incorporating Technology Transfer/SBIR Opportunities
- \*Participation in the Government Surplus

**Paul Gunn Lead Cost and Pricing Workshop Instructor :**

(There is also a special bonus Cost and Pricing Workshop scheduled for the 3<sup>rd</sup> day for small business personnel who are or may become involved in the accounting, finance, pricing, cost proposal or contract administrative functions). Make sure you inquire about this special bonus class.

- \*Understanding the Fundamentals of Indirect Cost & Rates
- \*Developing a DCAA Acceptable Accounting System and Understanding FAR Part 31 on Unallowable Costs
- \*Minimizing company exposure and risk to fines, penalties & interest

**Participants do not have to attend the 2-day Basic Workshop training in order to attend the Cost and Pricing Workshop Training, but, the firm must meet the eligibility criteria as set forth by the SBA. "ANY REPRESENTATIVE FROM THE FIRM INVOLVED IN THE BASIC CEO/EXECUTIVE DEVELOPMENT WORKSHOP CAN ATTEND THE COST AND PRICING WORKSHOP SEPARATELY."**

**To register for training or to obtain additional information, please contact:**

**Ms. La, Shawn Champ, USSMC, Inc.**

**9701 Apollo Drive, Suite 200, Largo, Maryland 20774**

**Office: (301) 322-2247 - Fax: (301) 322-8761 - E-mail: [ilchamp@ussmc.com](mailto:ilchamp@ussmc.com) - Website: <http://www.ussmc.com/>**

*This is a basic business workshop exclusively for 7(j)/8(a) developmental eligible small business owners. The class size is limited to 40 participants for each session. Only (1) representative from each firm is permitted. Register online for the workshop at: <http://www.ussmc.com>. To locate the SBA district office nearest you, please visit: [www.sba.gov](http://www.sba.gov). Reasonable accommodations for persons with disabilities will be made, if requested at least two weeks in advance of the workshop. This U.S. Small Business Administration (SBA) Contract Award Number **SBAHQ-04-C-0019** is funded by the SBA. SBA's funding is not an endorsement of any products, opinions, or services. All SBA funded programs are extended to the public on a nondiscriminatory basis.*